



BIG ROCK FIRE PROTECTION DISTRICT

47W863 E 2nd St, Big Rock IL, 60511

Phone (630)-556-3214

Trustee Meeting Minutes September 2025

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE BIG ROCK FIRE PROTECTION DISTRICT**

Approved Minutes of a meeting of the Board of Trustees of the Big Rock Fire Protection District held at the Big Rock Fire Station on September 8, 2025, at 10:07am.

- **Attendees:** Brian Phillips, Wray McKenzie, Ryan Michael, Kari Rogerson, and Cindy Dean. Chief Kolt O'Donnell was present.
- **Call to Order:** The meeting was chaired by President Brian Phillips and Secretary Cindy Dean served as Secretary for the meeting. President Phillips noted that there was a quorum of trustees present, and appropriate notice was given and posted.
 - **Public Comments:** None.
 - **Items Removed from the Consent Agenda:** None.
 - **Consent Agenda:** Approval of Bills for September 8, 2025, and Minutes from the Regular Meeting August 11, 2025. Motion made to approve Consent Agenda; Motion First by President Phillips, Second by Ryan Michael. Roll call vote, President Phillips, yes, W. McKenzie, yes, R. Michael, yes, K. Rogerson, yes, C. Dean, yes, unanimously approved. Motion passed.
 - **Trustee Responsibility Calendar:** The Tax Levy is the next item.
 - **Financial Report:** Pretty much over budget on our ambulance revenue, approximately 40%. Not reflecting the new contract with Kaneville yet. It does take a while for the funds to come in.

Per Wray – Discussed Grant Revenue. Dividend/Grant from IPRF. Projecting \$260,000 ambulance billing based on three months right now at \$60,000. Discussed insurance bills. IPRF (Workman's Comp) is quarterly. Future invoices will be sent to Kolt and Cindy. The Accident and Health Policy is a three-year policy, July to July. \$3,960, once a year.

Question how to keep purchases under our appropriated amount in the budget. The chief has the authority to approve purchases of up to \$3,000 and we cannot exceed any appropriated amount that we have without transferring money around. Discussed what process, on an ongoing basis, could be in place to stay under an appropriated amount.

Discussed prioritizing the needs of the department. Engine, ambulance equipment, etc.

The department has been busy, discussing future department staffing needs to support the community. There are staff shortages everywhere. Need a plan to obtain, and retain, members. Need for a referendum?

- **Tower Lease Buyout Discussion: Discussed information last received from Diamond Communication. No concrete offer received from Diamond for a buyout. Did mention an offer to extend the contract to a 50-year contract. Continued to discuss the future needs of the department, and revenue that would be received from a total buyout vs. extending a lease.**

- **Investment Policy Discussion: Will place Investment Policy on the agenda for next month. Brian will send out the initial policy Wray provided, and another one he has for review, prior to next month's meeting.**

- **Fire Chief Report Out: Have received a couple Grants and are working on two more. Brian mentioned the issue of the tornado siren. At the present time, the Village will be sharing in the cost. It has been ordered. It is presently located at the BRFPD. Ongoing cost would be approximately \$3,600 per year, divided between the BRFPD and the Village. The first year would be more, \$11,000, and capable of sending ten thousand messages per month via text. This is a better system as it has the capability to send text messages to residents. Previously BRFPD has been absorbing the entire cost of approximately \$1,000 per year, however, it needs to be activated manually. There are reservations regarding the BRFPD having total responsibility for activating the siren. There is a possibility, if department members are on a call, or something else, there may be no one at the station to activate the alarm.**

The board approved the purchase of the new tornado siren system. Cost will currently be split between the Village and the Fire Department. Chief O'Donnell and Brock will meet with Matt Fitzpatrick, Village President, and then meet with Big Rock Township to inquire if they would be interested in assisting with absorbing a third of the cost. The Village will be drawing up an IGA for the siren.

- **Trustee Comments: B. Phillips, none. K. Rogerson, none. W. McKenzie, inquired about obtaining access to the Amazon account to categorize purchases. R. Michael, none. C. Dean, none.**

- **Adjournment of Regular Meeting: There being no further business, the meeting was adjourned at 12:31pm on a motion made by B. Phillips, seconded by C. Dean, and unanimously approved.**